Mishap Occurs

Immediate Actions at Scene

Notification (see under Mishap Classification), Secure Site (Assure that someone stays at mishap scene until Safety arrives to take charge)
(Write down who is present, what time mishap occurred, what conditions, what equipment, what happened)

Reference: MCO P5102.1A

If a Marine mishap occurs aboard ship or while waterborne when conducting Navy-Marine Corps Operations
the mishap investigation and report will be coordinated between the ship's commanding officer and the senior embarked Marine.
..
Class A, B, C or D operational mishap involving explosives, etc., and/or chemical agents, resulting in injury or class D damage requires SIB

MISHAP CLASSIFICATION: A, B, C, or D

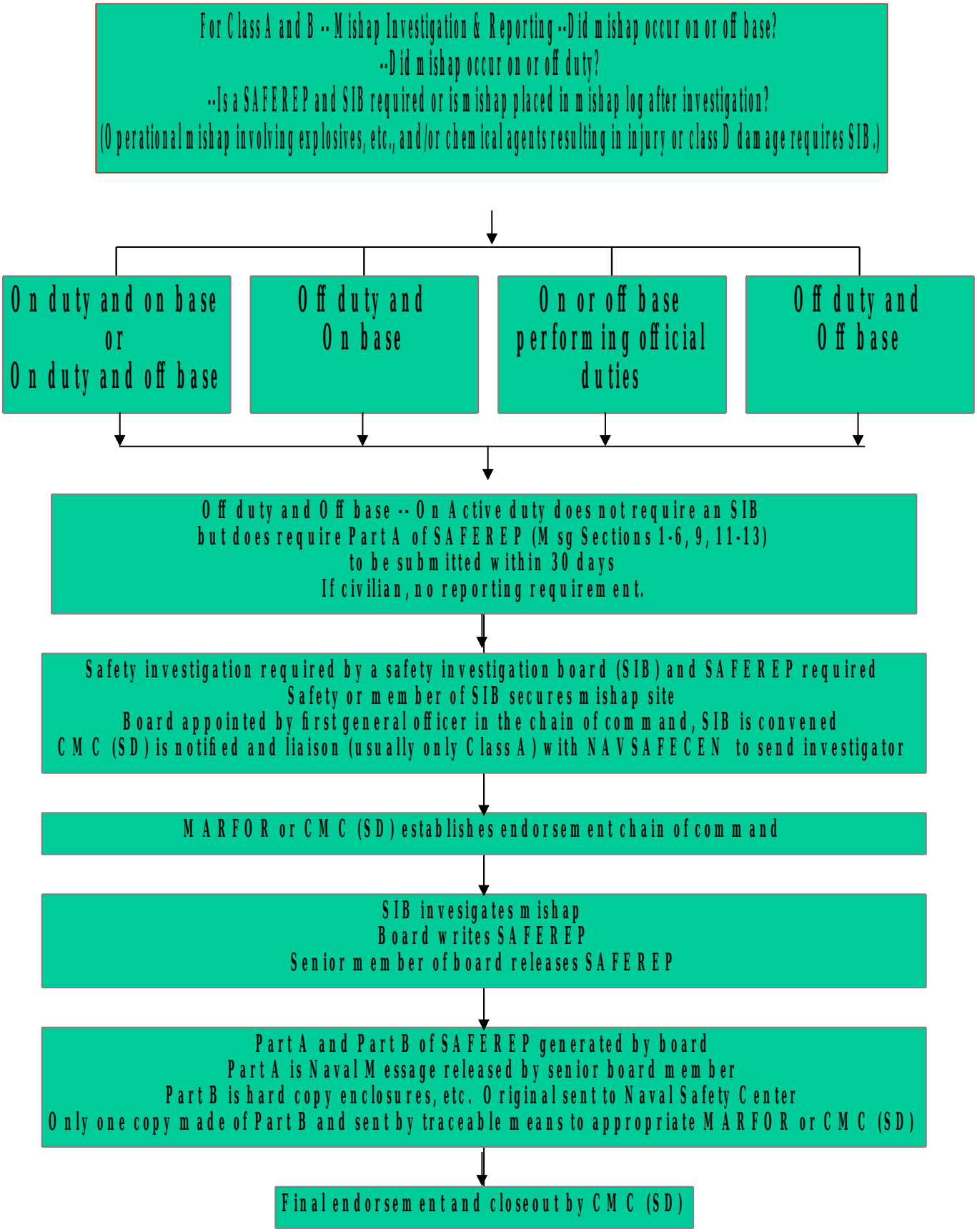
Class A	Class B	Class C	Class D
Fatality PTD or $1M	PPD 3 or more Hospitalized $200k or over 24 hr coma	At least 1 day lost time $20K to $199,999	No Lost Time, First Aid Case or $2K to $19,999 Negligent Discharge -- Report by HAZREP

Mishap Investigation/Reporting --Mishap is investigated by unit safety/contact unit safety/
Mishap logged into mishap log/Quarterly submission of log to Naval Safety Center through chain of command
A copy of mishap log is retained by unit for five years
(Negligent discharge where injury did not occur reported by hazard report) ****End of Action

Class A or Class B
Notify telephonically

Active Duty Military -- COC up to & include CMC (SD) DSN: 224-1202/1077 CMC Duty Officer: 224- & Naval Safety Center DSN: 564-3520	Civilian CMC (SD) DSN: 224-1202/1077	Your Duty Officer	Your Safety Office/Officer

Turn over


For Class A and B -- Mishap Investigation & Reporting --Did mishap occur on or off base?
--Did mishap occur on or off duty?
--Is a SAFEREP and SIB required or is mishap placed in mishap log after investigation?
(Operational mishap involving explosives, etc., and/or chemical agents resulting in injury or class D damage requires SIB.)
On duty and on base or On duty and off base
Off duty and On base
On or off base performing official duties
Off duty and Off base
Off duty and Off base -- On Active duty does not require an SIB but does require Part A of SAFEREP (Msg Sections 1-6, 9, 11-13) to be submitted within 30 days
If civilian, no reporting requirement.
Safety investigation required by a safety investigation board (SIB) and SAFEREP required
Safety or member of SIB secures mishap site
Board appointed by first general officer in the chain of command, SIB is convened
CMC (SD) is notified and liaison (usually only Class A) with NAVSAFECEN to send investigator
MARFOR or CMC (SD) establishes endorsement chain of command
SIB invesigates mishap
Board writes SAFEREP
Senior member of board releases SAFEREP
Part A and Part B of SAFEREP generated by board
Part A is Naval Message released by senior board member
Part B is hard copy enclosures, etc. Original sent to Naval Safety Center
Only one copy made of Part B and sent by traceable means to appropriate MARFOR or CMC (SD)
Final endorsement and closeout by CMC (SD)